



**Commissioner Lawrence Martin's Pink Up Event**  
**At Lauderhill City Hall, 5581 W. Oakland Park Blvd.**  
**Sunday October 3<sup>rd</sup>, 2021 / 7:00 am- 1:00 pm**

**FOOD VENDOR or FOOD TRUCK REGISTRATION FORM**

Vendor (Company) Name: \_\_\_\_\_

Name of Food Booth \_\_\_\_\_ Type of Food: \_\_\_\_\_

Type of set up: (10 X 10 tent) \_\_\_\_\_ or Food Truck \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

Company Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone: (\_\_\_\_\_) \_\_\_\_\_ Alternate Phone: (\_\_\_\_\_) \_\_\_\_\_

Vendors, clearly list all items you'd like to sell at the event:

1 - \_\_\_\_\_ Price: \_\_\_\_\_

2 - \_\_\_\_\_ Price: \_\_\_\_\_

3 - \_\_\_\_\_ Price: \_\_\_\_\_

Mail or hand deliver check (*payable to the City of Lauderhill*) for \$75 with this completed form by September 16, 2021 Sally at 5581 W. Oakland Park Blvd. Lauderhill, FL 33313. Sally can be reached at (954) 730-3005. ***Check must be received prior to September 16, 2021.***

**Upon review of this application, the Committee reserves the right to deny any prospective vendors and the items being sold at the "2021 Pink Up Event". I have read all of the above rules and agree to comply with all terms, conditions, and State guidelines including providing insurance to the City of Lauderhill naming them additionally insured. I take full responsibility for participating in the event and I agree to release all members of the 2021 Pink Up Event's Organizing Committee and all of its employees and volunteers from any liability. I also agree to clean my booth and immediate area surrounding the booth at the close of the event.**

Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Vendor Name Print: \_\_\_\_\_

## **2021 Pink Up Event**

- 1) Each vendor will get a 10 X 10 tent, 1 table and 2 chairs. All other materials and decorations needed by the vendor shall be supplied by the vendor.
- 2) No items other than the ones approved by the Event Organizers shall be sold at event.
- 3) Vendors must provide their own electric cords. The cords must be a 12-3 (20 amp rated) extension cords. You must bring a total of 200 feet or you WILL NOT GET ELECTRICITY! – one plug per booth will be allowed.
- 4) Mandatory setup time for displays/booths is 5:30 am- 6 am. Inspection by Health Department and Fire Department will be at 6:30 am. The event starts promptly at 7 am until 1 pm.
- 5) Vendors will be responsible for paying their own sales tax.
- 6) No music is allowed at individual booths. Entertainment is provided by Event Organizers only.
- 7) No sharing or sub leasing of tents, unless permitted by The Event Organizers.
- 8) Vendors must decorate Tent and Tables with their own decorations and signs. No flammable materials and no dried vegetation as booth decorations.
- 9) The Event Organizers are not responsible for cancellation of the event due to inclement weather. No refunds will be given.
- 10) Non-licensed food vendors are required to pass the on-site inspection by the State of Florida Department of Business and Professional Regulation and acquire the State One-Day Permit. Restaurant owners must provide food handling permit and business license and should be prepared for food inspection as well. There is a cost to this.
- 11) All food vendors are required to have one 2A10BC fire extinguisher with a current service tag.
- 12) Food Truck Vendors must be inspected & approved by the Lauderhill Fire Department prior to the event date or they will not be allowed to participate at the event please call 954-730-2950 to schedule inspection.
- 13) No use of portable gasoline generators.
- 14) The use of open flame devices or grills must be 10 feet away from the canopy.
- 15) Household extension cords are prohibited. Use heavy duty outdoor extension cords only. Please bring your own.
- 16) No use of personal tents for vendors.
- 17) Attached forms must be completed and returned to Sally Agosto with the check. Sally Agosto [gagosto@lauderhill-fl.gov](mailto:gagosto@lauderhill-fl.gov) or 954-730-3005.
- 18) Please see attached insurance guidelines that must be submitted and approved participant in this event.
- 19) The Deadline to become a food vendor is Thursday, September 2021. Vendors will be accepted on a first come, first serve basis.

# City of Lauderhill

## CERTIFICATE OF INSURANCE REQUIRED FROM SERVICE PROVIDERS/EVENTS

### Type of Service:

Construction Gardening  
Elevators Janitorial  
Food services Supplies

Security Office – clerical

Etc. basically any and all services rendered to the City or events held on City properties.

### Certificate Limits

Bodily Injury \$ 1,000,000  
Property Damage included  
Annual Aggregate \$ 2,000,000  
Personal Injury \$ 1,000,000 Products\*\* \$ 1,000,000  
Completed operations\* \$ 1,000,000

### Automobile Liability

Bodily Injury \$ 1,000,000  
Property Damage included

### Worker's Compensation

Statutory Coverage	Yes
Employer's Liability	\$100/500/100

### Wording:

All vendors will be required to provide proof of insurance to do business with the City. Vendors who provide services that may place the City at a greater exposure with employees and the public, such as contractors, subcontractors, and food vendors, are required to provide certificates that read: "**The City of Lauderhill is hereby named as additional insured**". In addition, endorsements supporting the additional insured designation should also be attached. This can be secured by your insurance agent from the insurance company. If you are in doubt, please contact Risk Management at 954-730-3094.

**Special Note:** For large events organized by promoters (festivals, etc.) with multiple vendors, certificates need to be provided by the vendors that will be present at the event that not only name the promoter additional insured but the City as well. The official address that should be noted on the Certificate of Insurance should be 5581 West Oakland Park Blvd., Lauderhill, FL 33313.  
Thank you.